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REMARKS

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Sanitized Cop	y Approved for Release 2011/06/21 : CIA-RDP90B01390R000100100002-6  CCISRESSIONAL AFFAIRS
	6 March 1986
	Deputy Director for Administration
MEMORANDUM FOR:	Deputy Director for Administration
FROM:	Robert W. Magee Director of Personnel
SUBJECT:	Weekly Report
immediately outs involvement in a city. They were placard posted of a citizen's arrest of the building their accusation demonstration by for assistance.	first time, a demonstration against the Agency has occurred side a recruitment office. Demonstrators opposing the Agency's sicaragua and aid to the Contras gathered outside the which is located in a commercial building in the there for 1-1/2 hours with television cameras and left a on the office door. The group was orderly but sought to effect est of one or more Agency recruiters and advise other tenants that they share space with a "criminal" organization, listing as on the placard. Our office staff was present during the at were joined by a Federal Protective Officer who was called The alleged "nationally coordinated" demonstration was part being conducted outside the Federal Building in downtown
and Pay Plan fo take place on o Position Manage administrative; working with Di used to convert the Directorate	ebruary 1986, the DCI approved the Experimental Job Evaluation of the Agency secretarial occupation, with implementation to to before 1 October 1986. Between now and implementation, the ment and Compensation Division (PMCD) will be working on procedures for conversion to the new system. PMCD is currently rectorate representatives to establish criteria which will be people and positions, and to provide guidelines to be used by a for developing increased numbers of positions at the new IV in accordance with the objectives of the program.  25X1

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SUBJECT: Weekly Report

* 4. The Chief, Career Trainee Division/OP visited the Pentagon to discuss the computer runs currently being provided by the military services on military separatees meeting Career Trainee requirements. It was decided to raise the age limit from 35 to 40 to include candidates with potential for direct hire as Operations Officers in the DO. In addition, it was decided we will approach the chiefs of the individual services' counterintelligence and investigative branches to discuss potential applicants with particular emphasis on the Counterterrorism Center.	25X1
5. Clerical recruiters are continuing to step up their efforts in seeking qualified applicants to fill clerk typist and stenographer needs throughout the Agency. They have been visiting local high schools and business colleges almost on a daily basis to promote interest in Agency careers in the secretarial field and have been well-received by placement counselors and students.	
6. The Black Affairs Program Manager and the Chief	25X1
visited two Historically Black Colleges	25 <b>X</b> 1
and Universities (Hampton University and Virginia State University) in preparation for a March WARAC recruiting effort at both schools. Discussions of the institutions' curriculums were held, and plans were developed for information sessions prior to the recruitment date. At Virginia State, our representatives participated in an informal but lively discussion with an international studies class. The students' questions were probing, and their enthusiasm and interest in the Agency carried the session 20 minutes beyond	
schedule.	25 <b>X</b> 1
7. The impact of the Gramm-Rudman-Holling's Act was felt this week in OP/Insurance Operations Division (IOD). We were advised by the Department of Labor (DOL) that as of 4 March 1986 payments to certain providers of medical services under the Federal Employees Compensation Act (on-the-job injuries and occupational illnesses) will be reduced by 7.37%. Although this reduction does not affect approved awards, such as payments for disabilities or loss of life or limb made on a monthly or lump sum basis, it will impact ongoing cases where medical bills are normally paid at 100%. To minimize the negative	

impact of this action on Agency employees, IOD ensured that outstanding bills at the DOL that would have been affected were processed prior to the 4 March

deadline. Unfortunately, all subsequent bills processed after 4 March will be reduced by 7.37%.

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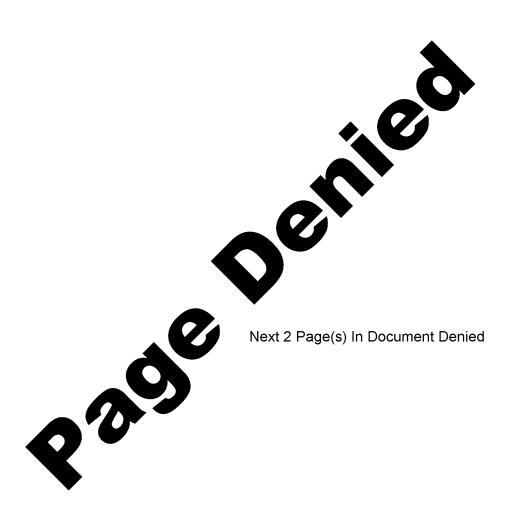
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SECRET

SUBJECT: Weekly Report

C / Robert W. Magee
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4 March 1986

MEMORANDUM FOR: Executive Officer

Office of Personnel

FROM:

Avon O. Harding

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Director of Equal Employment Opportunity

SUBJECT:

Weekly Activity Report

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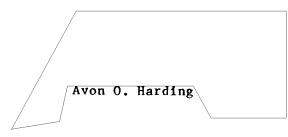
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1. The Black Affairs Program Manager,	and the Chief.
WARAC, visited two HBCUs, Hampton University and	d Virginia
State University. The visit prepared for a March recru	iting effort at
both schools. Discussions of the institutions' curriculums w	ere held and
plans were developed for information sessions prior to the re	cruitment
4 . 4. *** . 4	ticipated in an
informal but lively discussion with an international studies	
students were interested in the Agency's career opportunities	and its
mission. Their questions were probing, and their enthusiasm	carried the
session 20 minutes beyond schedule. They reflected the desire	e for factual
information about CIA in the minority student community. A s	imilar session
for the entire school is being considered.	

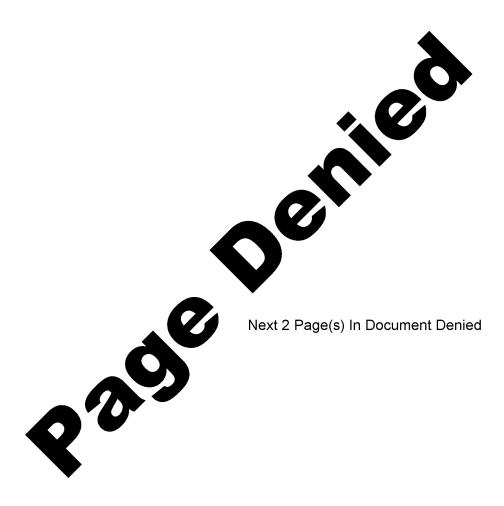
2. The EEO Office has upgraded its WANG word processor to the WANG Alliance system. We are rapidly gaining skills in using the many new system features.

## Significant meetings and briefings

No significant briefings or meetings this week.



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## ADMINISTRATIVE - INTERNAL USE ONLY

4 March 1986

MEMORANDUM FOR:	Executive Officer, Office of Personnel
PROM:	
	Deputy Director for Employment

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SULTECT:

Weekly Report

l. For the first time a demonstration against the Agency has occurred involvement in gathered outside the

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- city. They were there for 1-1/2 hours with television cameras and left a placard posted on the office door. The group was orderly but sought to effect of the building that they share space with a "criminal" organization, listing present during the demonstration but were joined by a Federal Protective finally left their post inside the building and moved outside to rejoin a coordinated demonstration was part of a larger one being conducted outside the Federal Building in downtown Boston.
- 2. Chief, Career Trainee Division (CTD), visited the Pentagon to discuss the computer runs of military separatees meeting CTD requirements currently being provided by the military services. It was decided to raise the age limit from 35 to 40 to include candidates with potential for the Operations reserve Program. It was also decided that C/CTD will approach the chiefs of discuss potential applicants for the Operations Reserve with particular emphasis on the Counterterrorism Center.
- 3. As a result of the increased quality of the files submitted to the Career Trainee Division by the Recruitment Operation Division's Independent Contractor Support Unit, it was decided to move those files directly to the preprocessing stage, bypassing the file review stage. If this proves feasible, these cases.
- 4. Clerical recruiters have stepped up their efforts in seeking qualified applicants to fill clerk typist and stenographer needs throughout the Agency. They have been visiting local high schools and business colleges almost on a daily basis to promote interest in Agency careers in the secretarial field and have been well-received by placement counselors and students. One question

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## ADMINISTRATIVE - INTERNAL USE ONLY

which seems to come up often is the impact the Gramm-Rudman-Hollings Act will have on Agency hiring. Recruiters have explained that the CIA fully supports the intent of the Gramm-Rudman-Hollings Act in its effort to reduce the budget deficit. However, the Agency has not curtailed its recruitment efforts since we still have positions to fill and the effects of the Act on our recruitment posture are still unknown.

- 5. There has been a sizable and steady increase in the number of new applicant files. For the one-month period ending 28 February 1986, the Correspondence and Records Branch of Division I created 1,325 new applicant files—compared to 690 for the same time frame last year. During January through April 1985, creations averaged 780 per month. There was a surge in May to 956 and the next five—month period averaged 880 per month. The new fiscal year began showing a dramatic increase and the total for October was 1,148. A continuation of this upward trend has continued with each month totaling over 1,200—about a 30 percent increase.
- Affairs Program Ma
  and the Black
  and Virginia State University on 24-25 February to meet with placement directors and to talk with students in a senior international studies class about both schools, updating them on current job possibilities for their graduates. An information session for interested students was arranged. At Virginia state University, in addition to meeting with the placement staff, they participated in an international studies class and had a useful dialogue with the sign up for the Agency's scheduled interview day at Virginia State.
- 7. A Career Trainee Division DO Program Officer conducted 11 interviews recommending nine candidates for the Career Training Program and one for direct hire.
- 8. OP/Employment sponsored a two-day workshop on applicant processing for MP and other careerists working with applicants. The 18 attendees learned about all facets of Employment's responsibility in the hiring process and heard from Security and Medical officers about their roles in the processing system.
- 9. A representative from the Office of Logistics visited the

  28 February 1986 to survey the space for renovation which will be implemented through the Government Services Administration Office in Pittsburgh.

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